

**DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
JOB OPPORTUNITY
CERTIFIED ADDICTION COUNSELOR**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public
Location: Assertive Community Treatment Team (ACT) / 401 W. Thames Street, Bldg. 301, Norwich, CT
Job Posting No: SM26651
Hours: 1st shift, Monday – Friday, 8:00 a.m. – 4:30 p.m. (full-time, 40 hours)
Salary: \$60,215.00 to \$79,642.00 (Annually)
Closing Date: October 29, 2014

Duties may include but not limited to: As a member of a fast paced multidisciplinary team, provides education to clients and staff on substance abuse issues and resources; Facilitates groups and provides counseling to clients related to substance use/abuse; Provides needed crisis intervention, case management services, and participates in treatment planning and assessment of clients assigned to the ACT team; Provides consultation related to substance use to agency staff; Represents program at agency and community events; Collaborates with community providers to secure adequate placement and treatment of clients; Perform related duties as assigned.

Eligibility Requirement: State employees who possess the general and special experience and training may apply. State employees currently holding the above title or those who have previously attained permanent status may apply. DMHAS employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

General Experience: Certification from the Connecticut Department of Public Health as an Alcohol and Drug Counselor and three (3) years of experience involving risk reduction education and counseling to assist alcohol and drug dependent individuals.

Substitution Allowed: Licensure from the Connecticut Department of Public Health as an Alcohol and Drug Counselor may be substituted for the General Experience. For state employees three (3) years as a Certified Addiction Counselor Trainee may be substituted for the General Experience.

Special Requirement: Incumbents in this class must retain the certification and/or licensure outlined above. Individuals recovering from addiction to alcohol or drugs are required to have two (2) years of substance free time to be considered for a position in a substance abuse program. Incumbents in this class may be required to possess and retain a valid driver's license and may be required to travel.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS Affirmative Action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions:

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: CAC applying to a CAC posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:

Email: MHA-SMHA-RECRUIT@ct.gov

Southeastern Mental Health Authority

401 West Thames Street, Building 301, Norwich, CT 06360

FAX: (860) 859-4792

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. **P-1**